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## **The Quarterly of the Central Washington College of Education Ellensburg, Washington. Announcement of Correspondence Courses 1939-1940**

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# Central Washington College of Education

ELLENSBURG ~ WASHINGTON



## ANNOUNCEMENT .... OF .... CORRESPONDENCE COURSES 1939 — 1940

Published at Ellensburg, Washington

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Number 4

THE QUARTERLY  
----OF----  
Central Washington College  
of Education

ELLENSBURG ~ WASHINGTON



ANNOUNCEMENT  
----OF----  
CORRESPONDENCE COURSES  
1939 — 1940

This Institution is a Member of the American  
Association of Teachers' Colleges

Entered at the Ellensburg, Washington, Post Office as Second-class Matter

For more than a third of a century, home study has been meeting the real test of education by enabling ambitious people to improve themselves while employed. Approximately two million men and women enroll with some school for home study during each year. Home study is a medium by which one may bring recognition and greater accomplishment within one's grasp.

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### APPLICATION FOR CORRESPONDENCE COURSES

Name.....

Address.....

Have you attended C. W. C. E.?.....

Courses desired.....

Do you wish college credit?.....

What are your library facilities?.....

.....

How much time per week can you devote to study?.....

Check or post-office order enclosed for \$.....

(\$3.00 per credit hour)

.....

.....

Upon approval of application and receipt of fees the first six lessons of the course will be sent. Courses are to be completed between October 1 and the following May 31.

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## GENERAL INFORMATION

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### Purpose and Plan

Correspondence courses are offered by Central Washington College of Education, Ellensburg, to meet the needs of four classes of students.

1. Those who need credits in elective subjects to complete a curriculum.
2. Those who need specific courses to meet major and minor requirements. All of the courses offered meet major requirements in their respective departments.
3. Those who wish to continue their study after graduation for its cultural values.
4. Those who, early in their educational careers, wish to take work that will shorten the residence period necessary for the completion of a curriculum.

### Method of Instruction

The instructional method follows the best practices developed in college classes and is adapted to the special conditions of correspondence study. It varies in individual courses and subjects, but always attempts systematically to present the subject in lessons or projects supplemented by texts, syllabi, and required or optional reading.

The absence of classroom lectures or discussions and personal contact with the instructor are compensated for by special directions and outlines and by comments by the instructor on the papers of the student. Individual needs are met by personal correspondence and special advice on problems presented and questions asked by the student.

## GENERAL REGULATIONS

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### Fees

All fees are payable in advance and remittance should accompany application for correspondence instruction. The fee is \$3.00 per credit, hence the fee for a three-credit course is \$9.00 and for a five-credit course, \$15.00.

The cost of textbooks is not included in the amount named above.

### Refund of Fees

After enrollment for a correspondence course has been completed, the maximum refund of fees amounts to \$2.00 for each credit hour. After part of the course has been taken the refund will be less in proportion.



### **Textbooks and Reference Material**

The textbooks to be used are indicated in the general information sent out with the first lessons. The textbooks may be purchased directly from the publisher or through a local book and stationery store.

The College Library cooperates fully with the Home Study Department and will supply reference books unless they happen to be needed by resident students. All applications for the loan of books should be sent directly to the Librarian of the College. Books are issued for two weeks and are renewable upon application to the Librarian. All books must be promptly returned when due or renewed in advance. Postage both ways is to be paid by the borrower.

### **Study Time Required**

Correspondence courses are organized with six lessons for each credit. Each lesson will require a minimum of five hours of work. A student should not undertake correspondence work unless it seems possible to spend at least five hours a week in study.

### **Time Allowed for Completion of a Course**

Correspondence work is carried on only during the regular school year, October first to May thirty-first of the following year. Only in exceptional cases and for sufficient reason will extension of time be allowed.

### **Credit Allowed**

College credit will be given for all correspondence work satisfactorily completed. Such credit will have the same value and will count toward graduation the same as when similar work is taken in residence. Credit earned by correspondence may be transferred to another higher institution and will be counted toward graduation insofar as the particular course meets graduation requirements from that institution.

In no case will correspondence credits be accepted in excess of one-fourth of the total number required for the completion of any curriculum.

### **Examinations**

An examination will be given at the time of the completion of the regular assignments. The examination questions will be sent to some one designated by the student, preferably some school officer, and the written answers will be returned to the office by this individual.

### **Prerequisites**

Students enrolling for credit must meet the prerequisites for each course. The regulation is never waived except by written consent of the head of the department to which the course belongs.

## COURSES OFFERED

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### EDUCATION

**Education 100c. History of Education.** This course includes a study of Greek, Roman, Christian, and modern European and American Education. Special attention will be given to the evolution of the Authoritarian and Progressive theories of Education. 24 assignments, 4 credit hours. Mr. Stephens.

**Education 102c.** The study consists of two parts: (a) problems of the first six grades; and (b) problems of the junior high school. The development and growth of philosophy underlying the changes in organization and curriculum are representative topics. Prerequisite, junior standing. 15 assignments for (a) and (b) each, 2½ or 5 credit hours. Mr. Thompson.

**Education 107c. School Law and Management.** 18 assignments, 3 credits, in two parts as given below. Prerequisite, Education 1 or equivalent and Education 3.

**1. School Law and Management (Part A—Law).** This is a study of the State Manual, including an analysis of legal provisions affecting the public schools of the state. 9 assignments, 1½ credit hours. Dr. Sparks.

**2. School Law and Management (Part B—Management).** This part of the course consists of practical problems encountered in school and classroom organization and management. 9 assignments, 1½ credit hour. Dr. Sparks.

### PSYCHOLOGY

**Psychology 100c. Child Psychology.** A course designed to present the present status of child study. The native equipment of the child, its physical and mental growth, the conditioning process, language development, the part played by motivations, play and its function, delinquency, and personality development are considered. Prerequisite, General Psychology, 30 assignments, 5 credit hours. Dr. Coffey.

**Psychology 102c. Education Psychology.** A survey of the latest contributions to educational psychology from experimental education and psychology, with special attention to the psychology of learning. Prerequisite, junior standing. 30 assignments, 5 credits. Dr. Coffey.

### ENGLISH

**English 3c. Advanced Composition.** This course aims to give instruction in the fundamentals of structure and style in both practical and imaginative writing. The course is adapted to the needs of any mature student who wishes to learn to express himself clearly and forcefully. With English 2 or its equivalent, it will meet the college requirements in English Composition. Prerequisite, English 2 or equivalent. 30 assignments, 5 credit hours. Mr. Hinch.

**English 103c. Shakespeare.** This course is a detailed study of a few Shakespearean plays and a rapid reading of several others. 18 assignments, 3 credit hours. \*Dr. MacRae.

**English 119c. Children's Literature.** Wide reading and evaluation of

\*See note at bottom of opposite page.



desirable stories, poems, and juvenile books for children from the kindergarten through the sixth grade. A study will be made of the literature desirable for use in school and homes. Grade location and child interests will be considered. 18 assignments, 3 credit hours. Miss Simpson.

**English 129c. Junior School Literature.** A course designed to assist students and teachers in the selection and presentation of material in the junior high school. 18 assignments, 3 credit hours. Mr. Hinch.

**English 100c. A Survey of English Literature.** This course gives an historical and critical survey of English literature from Beowulf to the Restoration. Emphasis is placed upon the genesis of literary forms and interpretation of the work of the great figures of that period. 30 assignments, 5 credit hours. \*Dr. MacRae.

**English 102.A Survey of American Literature.** This course is an historical and critical study of the development of American literature, exclusive of the novel, with concentration upon the democratic idea as it found expression in the works of the eighteenth and nineteenth century writers. 30 assignments, 5 credit hours. Mr. Hinch.

### HISTORY

**History 52c. Ancient.** A cultural and institutional survey of the Greek and Roman civilizations. 30 assignments, 5 credits. In two parts as given below. Mr. Barto.

1. **History 52c (Part A). Greek History,** 2½ credits. This deals with the cultural epoch following the Persian Wars. It covers such topics as customs, manners, philosophy, government, sculpture, architecture, and religion.

2. **History 52c (Part B). Roman History,** 2½ credits This emphasizes the institutional, private, and economic life of the Roman people down to the Christian era.

**History 53c. Mediaeval History.** A survey of the middle ages from the fall of the Roman Empire to the 16th century. The outstanding features of the art and literature, Christianity, education, feudalism, and social advance are treated. This course provides a good foundation for the teaching of European backgrounds in the intermediate grades. 30 assignments, 5 credit hours. Mr. Barto.

**History 106c. Colonial History.** A study of the period from the founding of the first colonies in America to their final political separation from England. Particular emphasis will be placed on the various political, economic and religious experiments made in the colonies. 30 assignments, 5 credit hours. Dr. Carstensen.

**History 108c. The Emergence of Modern America.** This course deals particularly with the vast industrial development which followed the Civil War, the rise of labor organizations, agrarian discontent, the "new" immigration, the development of American imperialism, and participation in world affairs. 30 assignments, 5 credit hours. Dr. Carstensen.

### MATHEMATICS

**Mathematics 50c. College Algebra.** Functions and graphs, quadratic equations, polynomials, determinants, logarithms, and exponential equa-

\*During 1939-1940 Dr. Graham Dressler will substitute for Dr. MacRae.

tions, Prerequisite, high school geometry, 1 and 2, and algebra 1, 2, and 3. 30 assignments, 5 credit hours. Mr. Whitney.

**Mathematics 51c. Plane Trigonometry.** Trigonometric functions of an acute angle, solution of right and oblique triangles, functions of an angle, solution of trigonometric equations. Prerequisite, Mathematics 50 or equivalent. 30 assignments, 5 credit hours. Mr. Whitney.

**Mathematics 53c, 54c 55c. Mathematical Analysis.** A synthetic course. Functions and graphs, rates, maxima and minima, trigonometric functions, logarithms, exponential functions, polar and rectangular coordinates, elements of differential and integral calculus are studied. Prerequisites, three units of algebra in high school. 30 assignments and 5 credit hours each. Mr. Whitney.

### SCIENCE

**Science 50c. General Biology.** Today people are anxious to know about the ways of life. Where did life come from? What is life? What evidence is there of changing life forms? Why is one child in a family light-haired and another dark? Why should near relatives not marry? What can be done to better the stock? These and other question of vital interest are taken up in the course. Of interest to teachers and professional people. 18 or 30 assignments, 3 or 5 credit hours. Mr. Whitney.

### GEOGRAPHY

**Geography 50. Economic Geography.** This course is a survey of the world's major resources and industries with particular emphasis upon the geographic and economic factors which underlie the production of raw materials and foodstuffs, manufacturing, and industrial and world trade. 30 assignments, 5 credit hours. Mr. Shaw.

**81. Physical Geography.** The work of this course divides itself into three parts: (1) a study of the major and minor land forms; (2) an analysis of the physiographic regions of the United States; and (3) a study of climatology. Construction and interpretation of topographic and weather maps and a study of the more common rocks are included in the above work. Five credits.

### OTHER OFF-CAMPUS SERVICE

#### Extension Classwork

Each school year, extension classwork is conducted in neighboring cities. The purpose is to give teachers in service the opportunity to study their immediate classroom problems and to complete courses required for higher certification. The fee for such work amounts to \$3.00 per credit. Direct inquiries to the Office of the Registrar.

#### Placement Service

Central Washington College of Education maintains a well-organized placement service. This office assists graduating students and alumni who are seeking teaching positions. A record of the work and qualifications of each student are kept on file and accurate and complete information is furnished school officials. An effort is made to become personally acquainted with all registrants and to make all recommendations in line with the best interest of the candidate and the special requirements of the vacancy reported. Direct all communications to Dr. E. E. Samuelson, Director of Personnel.

## FACULTY OF THE CORRESPONDENCE STUDY DEPARTMENT

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HENRY J. WHITNEY, B. S.....	Dean and Registrar
KENNETH COURSON, B. S.....	Business Manager
DOROTHY NELSON, A. B.....	Secretary

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